



Explore a Career as a **MEDICAL ASSISTANT**

Target Occupation Profile

What do Medical Assistants do?

Medical assistants take medical histories and record vital signs of patients. They provide valuable support to doctors, nurses and other licensed medical professionals. In larger practices or hospitals, they may specialize in either administrative or clinical work. Administrative tasks include running an office, such as answering phones, making appointments, managing computer data and processing paperwork. Clinical tasks can include taking and recording patients' personal information. Some medical assistants choose to specialize as phlebotomists, and their only task is to draw blood. All medical assistants must be able to keep information confidential and discuss it only with other medical personnel who are involved in treating the patient.

Training & Educational Opportunities

You will have plenty of employment opportunities as a medical assistant, but first you will have to complete training and earn a certificate through a Medical Assistant certification granting organization. Two well-known credentials in the industry are the Certified Medical Assistant (CMA) and the Registered Medical Assistant (RMA) certifications. All programs have classroom and laboratory portions that include lessons in anatomy and medical terminology.

As a Medical Assistant you will:

- Draw blood and process lab work
- Greet and process incoming patients
- Measure blood pressure
- Measure height and weight and take temperature
- Obtain vital signs
- Perform routine clinical tasks
- Prepare patients for exams
- Take patient histories

Medical Assistants are in demand in Cook County!

Cook County employment of medical assistants is expected to increase through 2020. The U.S. Bureau of Labor Statistics recognizes the job outlook for medical assistants as growing much faster than average.

Medical Assistant

Training Providers

There are many training providers available in Cook County to supply you with the training you need for a career as a medical assistant.

To access a list of training providers for this occupation and many more, please visit Illinoisworknet.com and select the 'Training and Credentials' menu option to view 'WIOA Approved Training Programs.'



Types of Employers

There are many types of employers looking to hire medical assistants in Cook County, including:

- Ambulatory care facilities
- Dentist offices
- Doctor offices
- Hospitals
- Outpatient centers

Wages & Openings

Medical Assistant Employment Data for Cook County

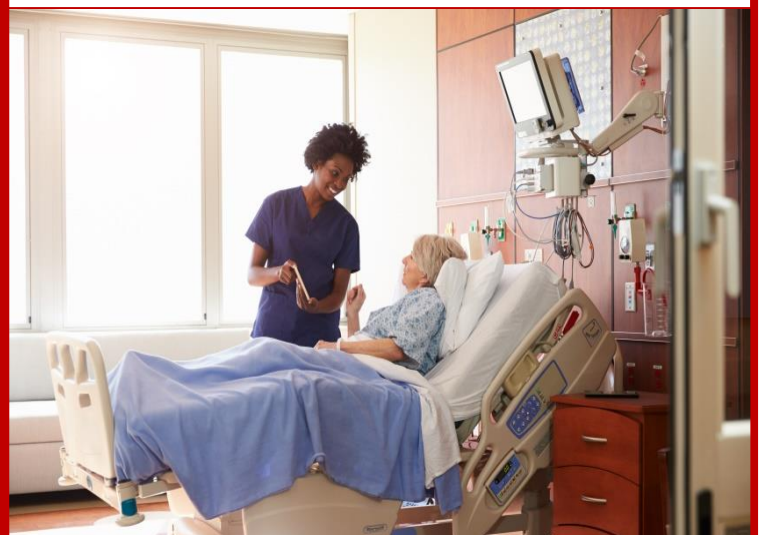
Average Starting Hourly Wage	\$10.98
Average Hourly Wage With Experience	\$15.96
Average Annual Job Openings Cook County	421
Average Annual Job Openings Chicago Metro	720

*Source: Emsi, 2017.2

Opportunities

After earning your medical assistant certificate, you will have many opportunities for advancement. Some opportunities include:

- Lead Medical Assistant
- Medical Assistant Instructor
- Medical Records and Health Information Technician
- Medical Transcriptionist



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312.603.0200



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